

# California Department of Veterans Affairs

## DISABILITY ADVISORY COMMITTEE

### Meeting Minutes

**Date:** Wednesday, October 26, 2005

**Place:** Video conference rooms

**Participants:** Cheryl Franzi, Debra Lehr, Sue Rose-Wilson, Karla Broussard-Boyd, Anne Orel, Lynn Kassab, Richard Wyatt, Janice Buhler, Rosemary Rojas, Leigh Roberts, Sharlene Goddard

AGENDA ITEM/SUBJECT	DISCUSSION	ACTION/REVIEW DATE
Minutes		
LEAP	HR Chief Dannette Baker presented CDVA policy and procedures for LEAP at CDVA	
Re-survey (Gov. Code 19233)	Surveys returned number about 100 since the beginning of the month and many may be returned to directly to SPB. Barstow got a return of about 25% of those she sent out. Yountville reports the surveys are coming in at a regular basis. CDVA survey results may be available from SPB next year.	
Disability Awareness Month	<p>Janice acknowledged the hard work of her subcommittee for the awareness month activities. The movie, the panel and the dog show were well received. Committee critiques included:</p> <ul style="list-style-type: none"> <li>• Medal of Honor schedule needed to be booked early and conflicting meetings negotiated with Awareness Month activities as a high priority</li> <li>• Events should not be scheduled during or near employee lunch hour</li> <li>• Door monitors would have been helpful</li> <li>• Video taping procedures and copies for the homes needs to be pre-planned with equipment support from ISD and Business Services</li> </ul>	
California Comprehensive Strategy for the Employment of People with Disabilities	Document reviewed by DAC. Committee agrees to support the values and philosophy proposed in this document. No substantive changes recommended.	

<b>Committee membership</b>	DAC is reminded that per the bylaws, employees can serve one year, and no more than two as voting members of the DAC. The Chair and Co-Chair serve one year.	Members will nominate a new DAC chair to Sue, EEO office. If no one is nominated then the Undersecretary will appoint a new chair for 2006. Members who wish to apply for a second year of service will submit applications to the DAC chair.
<b>Use of interpreter services</b>	Practice is on an as needed basis and at the request of a supervisor of an employee with a hearing disability. Supervisors should request interpreters for all hands meetings if the affected employee plans to attend.	
<b>Handicap Parking</b>	<p>DAC discussed the question of whether or not an employee with handicap parking privileges may park in a handicap parking space (near a CDVA building) that is designated for public use if employee handicap parking spaces are all occupied. Issues discussed include:</p> <ul style="list-style-type: none"> <li>• Can handicap parking be designated for visitors rather than for employees</li> <li>• What is the appropriate number of handicap spaces (issue at Sac)</li> <li>• Where should handicap spaces be located (issue at Barstow)</li> <li>• How should handicap spaces be monitored</li> <li>• Should use of handicap spaces be time limited</li> <li>• How should use of handicap spaces be enforced</li> </ul> <p>One solution proposed was to extend the handicap spaces in the employee parking lot (Sac) and at alternate locations (back of the building (Barstow). A second recommendation was to have Business Services verify that the person using a handicap placard is the designated person who is allowed to use the handicap parking space.</p>	Cheryl will draft a rough outline of a policy for the DAC to discuss at the Feb 06 meeting.

Meeting adjourned: 4:00 p.m.

Next meeting: Feb. 22, 2006, at 2:30 p.m.